**Graduation Matters Missoula**

**Student Wellness Subcommittee**

August 28, 2013

**Attendees**: Jason Shearer, Donna Gaukler, Heather Davis-Schmidt, Karen Allen, Mary McCourt, Cindy Hodgekiss, Rosie Buzzas, Steve Gaskill,

This committee will meet 4th Wed of every month 3:30-5:00pm in Room 14

Guiding question:

* This summer this group focused on physical activity
* Will be focusing on Oct. 4 event today

Long term targets:

* Enhance Student Wellness

Short term targets:

* Discuss issues with Oct. 4 event

Introductions

**REGISTRATION**

* 752 Invites have been sent out; 175 opened; 62 registered as of today (lots of MCPS staff)
* School of nursing interested in nurses coming, Helena registered
* Early Childhood CEU(Continuing Education credits) is approved
* Teachers can get OPI credit – but not relevant for our teachers
* Dietician has asked for CEU’s also – Mary will work on that
* Another “Hurry Up” invite will go out Sept 15–suggested it be sent out the Wed. after Labor Day
  + Closes after 300 registrants
* Hoping for 200-250 participants
* Will be checking with Erin Lipkin for outlying schools (all principals have the invite now)
* Folder / bags – Health Dept has a ton of “free” bags
  + Handouts in bags
    - Page with resource links
    - Agenda
    - Survey after…..sent to participants by email after the event
    - Flash Drive? – with presenters notes, links, Illinois information
      * Cindy has a secretary that could load up the flash drive
      * Steve will help with the resource materials
      * Jason will ask Mary Windecker, Community Hospital if they have some to ***give*** to this event
    - Vending company donate healthy food
    - Pens from UM
    - Note pads from Community
    - Apples
* Gift cards (3- $100 from businesses in community)?
* Name Tags – double tags – one for person/one for drawing
* Swag items
* Funding
  + Letters have gone out

**VENU**

* Parking set up – renting top level of parking garage (105 slots), then extra parking passes
  + Invitee will get info on last email notification
  + Incentive for car pooling etc.
  + Rooms
    - Theater
    - 3 break out rooms UC
    - Room at Honors College
    - 2 rooms at School of Ed
  + Technology
    - Microphone
  + Signage
    - Sandwich boards
    - GMM banners
    - Mary’s banner
    - Parking
    - Map to other buildings
  + Food
    - New menu
    - Discount if order goes through Steve
* Steve will let us know how we can help as time draws nearer to event

**AGENDA**

7:30-8:00 Breakfast & CATCH Zero-Hour Activity

8:00-8:25 Susan hay Patrick – announcements and introduce Alex Apostle

* Alex welcoming

8:15-8:35 Steve Gaskill , Ph.D. – Overview of Perfect Day

8:35-9:40 Darla Castelli, Ph.D.

9:45-10:00 Break – active recess at oval

* Escorts from oval to breakout session buildings

10:00-11:15 Breakout Sessions

* # 5 List traditional activities as “after school opportunities”

11:30 – noon Wrap up

* Drawings

Breakout Sessions

* Have identified community leaders/facilitators
* Need MCPS “champions”
  + Jane Bennett tried to email Mary and email was bounced back. Mary will contact Jane
* Schedule any time after 4pm on Tuesday of Wednesday
* Need facilitator positions:
  + Zero Hour K-8 – Chris Stout, Seeley (Heather will ask him)
    - Donna will find someone
  + Active school transportation
    - Katie Brandston – Flagship at Hawthorne
  + Active Recess – Cindy Christensen, Shanna Nickerson
    - Melissa Lynn – Lowell/Mary
  + Access to Physical Activity – enhanced PE, treadmills, open gym
    - Glenn Moffatt – for elementary
    - Maggie Moffatt
    - Kory Wolferman – middle school
  + Take 10 – Cathy Fisher
    - Tucker Miller and Steve
  + After School Physical Activity
    - Heather/Burley McWilliams/ Jason/ Donna
  + Need to have a meeting to discuss the programs with same message. Suspend disbelief. Discuss good facilitator skills.
  + One of team needs to be in a break out session so all beak out sessions are covered
  + Need to discuss what the outcomes are needed from the breakout sessions
  + Need date for facilitator meeting
  + Facilitators – works with speakers, what is happening today,
    - More like protocols
    - Time keeper in each room

**BUDGET**

* Venu is free
* Rooms $350
* SHAPE P20 grant $3300 for this session
* Community fund raising
  + Health Dept $500
  + United Way $500
* Substitutes – MCPS paying

**TASKS**

* Mary putting together registration sheet
* Steve – signage, guides
* Mary adjust agenda
* Heather contacting several MCPS staff to discuss School Champions

**Next meeting dates**:

* Committee
* Facilitator team discussions (community members)
  + Sept. 5 1:30 committee meeting to discuss role of facilitators (Donna, Steve, Mary, Heather – reserve room 14
  + Sept 12 1:30-3:00 – committee meeting
  + Sept. 12 3:00-4:30 committee meets with facilitators (Donna will contact Maggie; Steve will contact Tucker; Mary will contact Shanna) Donna will find Zero Hour facilitator